

**Finance and Advisory Board Meeting  
Minutes of the Finance & Advisory Board  
Town of Georgetown  
January 29, 2008**

Location – 3<sup>rd</sup> floor Meeting Room – Town Hall

Members in Attendance – Sandy Gerraughty – Chair, ~~Jon Ayres – Vice Chair~~, Robin O'Malley – secretary, ~~Mark Hall~~, Jim Lacey, Jack L'hommedieu, ~~Tim Ruh~~, David Surface, Reggie Tardif

Guests: Steve Delaney, Deb Rogers, Paul D'Olimpio, Laura Zalewski, Ruth Eifert, Mary Saunders

Minutes taken by Robin O'Malley

Meeting called to Order at 7:06 PM by Sandy Gerraughty

New Member: David Surface has been appointed to the board. Welcome David and thank you.

Budget Presentations:

- ◆ Board of Health: Deb Rogers handed out a previous fiscal year comparison. In FY04, the Health department reduced the positions to part time, 20 hours each and we regionalized with Newbury. A clerical position was also eliminated. Instead of a clerical position the 2 positions in the office have taken over that work and will use a subcontractor to help out when there is a need, mainly for larger subdivisions. The 5% reduction is mainly the hazardous waste day and seminars and training. The seminars are required courses to keep Deb licensed. The hazardous waste day is funded partially by the town.
- ◆ Assessors: Paul D'Olimpio answered many questions regarding the assessed value of houses. Sandy Gerraughty asked if Paul could be available for the State of the Town address to answer these questions seeing as there were still many questions that the board had, and suggested that he contact Phil Trapani. The union wage increase was **not** included in the assessor's budget. Paul explained the revaluation expense and how the reval is done.
- ◆ Town Hall: is being held off for another night.
- ◆ Library: Ruth Eifert gave the board a revised budget; it is slightly lower than previously submitted. Raises are not included in her budget. The salary line for FY09 is higher than FY08 but that is due to the new library not being open. The state minimum for the library's operating hours is 25 hours. If they are not open at least 25 then the state will pull funding. Currently they are open 33 ½ hours a week. The library needs to transfer \$13,200 between their FY08 salaries and expenses. We will ask Steve to look into this.

Update from Steve Delaney

- ◆ Any new flagged line items – Veteran services is on a watch.
- ◆ Health insurance: we have received notification that our rate increase for FY09 will be .8%, which is less than 1%.
- ◆ Update on the financial portion of the Suffolk Study, YTD 6 mo report, grant monies status – not updated

◆ Line item transfers:

Jim Lacey made a motion to transfer \$20,000 from the reserve fund to line item 11511-52000, town counsel, to cover legal expenses. Reg Tardif seconded. Vote was 4-1 in favor with Jack L'hommedieu opposing.

Jim Lacey made a motion to transfer \$10,000 from the reserve fund to line item 19121-51000, workmen comp insurance, due to budgeted too tightly. Reg Tardif seconded. Vote was 5-0 in favor.

Jim Lacey made a motion to transfer \$20,000 from the reserve fund to line item 19131-51000, unemployment, due to expenditure trend indicates need for transfer. Reg Tardif seconded. Vote was 5-0 in favor.

Jim Lacey made a motion to transfer \$74.69 from the reserve fund to line item 11731-52000, MVCP Assessment (Merrimack Valley Planning), to cover increase from FY07 to FY08 not included in FY08 budget. Reg Tardif seconded. Vote was 5-0 in favor.

◆ Long Range Budget Forecast: held off

Minutes

- ◆ Motion to accept minutes of January 16, 2008 as written. Reg Tardif moved, Jack L'hommedieu seconded. Vote 5-0 in favor
- ◆ Tim is working on the August 15, 2007 minutes.

Follow Up from meetings:

1. Mark Hall will email a CIP summary list to the board – not here
2. Minutes still to approve: 8/15/07
3. Mark and Jim are working on a tax comparison of services and tax rates with other towns. Jim has given Mark some information. Matt Vincent has some more info to share.
4. Robin and Jim will work with Water Dept – we are meeting with them after their February meeting to discuss long range planning.
5. Energy Committee: Reg said they are meeting on 1/31.
6. Plan for storing minutes – possible CPC money

Warrant Article numbering: Janet Pantano and Sandy are trying to come up with a method that will work for both Janet and the Finance and Advisory Board.

Our next meeting will be Wednesday, 02/06/08, 7:00 pm. If anyone misses a meeting, Sandy will put all handouts in the Finance and Advisory Board's mailbox at town hall. Please pick up from there.

Motion to adjourn was made by Reg Tardif and seconded by Jim Lacey at 8:59 PM. Motion carried unanimously 5-0.

Follow up as of 1/29/08 meeting:

1. Mark Hall will email a CIP summary list to the board
2. Minutes still to approve: 8/15/07 from Tim Ruh
3. Steve will get us year to date 6 mo report, update on the financial portion of the Suffolk Study and grant monies status.
4. Mark and Jim are working on a tax comparison of services and tax rates with other towns. Jim has given Mark some information. Matt Vincent has some more info to share.
5. Robin and Jim will work with Water Dept
6. Sandy will talk to Steve about the library transfer of \$13,200 between their FY08 salaries and expenses.